

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Annual Financial Statements

DECEMBER 31, 2013

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY

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CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LOUISIANA
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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

The Board of Commissioners
Webster Parish Fire Protection District #10
Minden, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and the major fund of the Webster Parish Fire Protection District #10, a component unit of the Webster Parish Policy Jury, as of and for the year ended December 31, 2013, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management of Ward 2 Marshal of Webster Parish. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

The management of the Webster Parish Fire Protection District #10 is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

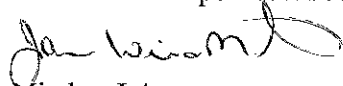
Based on our review we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

The Webster Parish Fire Protection District #10 has not presented management's discussion and analysis information that the Government Accounting Standards Board has determined is required to supplement, although not required to part of, the basic financial statements.

Our review was made primarily for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements for them to be in conformity with accounting principles generally accepted in the United States of America. The other supplemental schedules are not a required part of the basic financial statements and are presented for purposes of additional analysis. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but

were compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any form of assurance on the supplementary information.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report dated June 27, 2014 on the results of our agreed-upon procedures.

A handwritten signature in dark ink, appearing to read "Jan Wient", is positioned above the typed text.

Minden, LA
June 27, 2014

BASIC FINANCIAL STATEMENTS

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Statement of Net Position
December 31, 2013

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 195,028
Investments	50,158
Prepaid assets	9,760
Receivables	105,059
Restricted assets	2,727
Capital assets (net)	<u>505,752</u>
Total assets	<u><u>\$ 868,484</u></u>
LIABILITIES	
Liabilities:	
Accounts, salaries, and other payables	\$ 5,220
Payable from restricted assets	2,722
Bonds payable	<u>190,000</u>
Total liabilities	<u><u>\$ 197,942</u></u>
NET POSITION	
Invested in capital assets, net of related debt	\$ 505,752
Unrestricted	<u>164,790</u>
Total net position	<u><u>\$ 670,542</u></u>

See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Statement of Activities
For the year ended December 31, 2013

	Net (Expenses)
Governmental activities:	
Public safety - fire protection expenses	\$ (55,832)
Interest	(1,368)
Depreciation	<u>(68,724)</u>
Total Governmental Activities	<u>(125,924)</u>
 General revenues:	
Advalorem taxes	116,749
Interest	389
Miscellaneous	<u>18,439</u>
Total general revenues	<u>135,577</u>
 Change in net position	9,653
 Net position - beginning	<u>660,889</u>
 Net position - ending	<u>\$ 670,542</u>

See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Balance Sheet - Governmental Fund
December 31, 2013

	Special Revenue Fund
ASSETS	
Cash	\$ 195,028
Investments	50,158
Prepaid assets	9,760
Restricted assets	2,727
Receivables	105,059
Total assets	<u>\$ 362,732</u>
LIABILITIES AND FUND EQUITY	
Liabilities:	
Accounts payable	\$ 5,220
Payable from Restricted Assets	2,722
Total liabilities	<u>7,942</u>
DEFERRED INFLOWS OF RESOURCES	
Property taxes uncollected	<u>6,162</u>
Total Deferred inflows of resources	<u>6,162</u>
Fund equity:	
Fund balances -	
Unassigned	<u>348,628</u>
Total fund equity	<u>348,628</u>
Total liabilities and fund equity	<u>\$ 362,732</u>

See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANAReconciliation of the Governmental Fund Balance Sheet
to the Government-Wide Financial Statement of Net Position

December 31, 2013

Amounts reported for governmental activities in the Statement of Net Position are different because:

Fund Balance, Total Governmental Fund (Statement C)	\$ 348,628
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund	505,752
Deferred revenues are not financial resources and, therefore, are not reported in the governmental fund	6,162
Payables which do not use current financial resources are not reported in the governmental fund	<u>(190,000)</u>
Net Position of Governmental Activities (Statement A)	<u>\$ 670,542</u>

See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Governmental Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the year ended December 31, 2013

	Special Revenue Fund
REVENUES	
Ad valorem taxes	\$ 113,698
Interest	389
Bond proceeds	190,000
Intergovernmental revenues:	
Miscellaneous	<u>18,439</u>
Total revenues	<u>322,526</u>
EXPENDITURES	
Current - public safety:	
Utilities	5,786
Office Expense	2,781
Fire Chief & Fire Calls	10,817
Small tools & supplies	12,502
Insurance	10,056
Fuel	4,007
Repairs and maintenance	11,135
Legal & accounting	4,886
Advertising	887
Pension Expense	157
Bond fees	23
Interest expense	1,368
Capital outlay	<u>231,733</u>
Total expenditures	<u>296,138</u>
Excess (deficiency) of revenues over expenditures	26,388
Fund balances at beginning of year	<u>322,240</u>
Fund balances at end of year	<u>\$ 348,628</u>

See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of the Governmental Fund to the
Statement of Activities

For the Year Ended December 31, 2013

Amounts reported for governmental activities in the Statement of Activities are different because:

Net Change in Fund Balance, Governmental Fund (Statement E)	\$	26,388
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.		170,215
---	--	---------

Governmental funds report debt payments as expenditures.		-
--	--	---

The issuance of long-term debt (bonds) provides current financial resources to governmental funds. This amount is the net effect of these differences in the treatment of long-term debt.		(190,000)
---	--	-----------

Some revenues reported in the statement of activities are not available as current financial resources and, therefore, are not reported as revenues in governmental fund.		<u>3,050</u>
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Change in Net Position of Governmental Activities (Statement B)	\$	<u><u>9,653</u></u>
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See accompanying notes and independent accountants' review report

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

INTRODUCTION

The Webster Parish Fire Protection District No. 10 was created by resolution of the Webster Parish Police Jury in 1988. The District began collecting ad valorem taxes in January 1990. The District board consists of five members. Two members are appointed by the Webster Parish Police Jury, two members are appointed by the Village of Dixie Inn and the fifth member is appointed by the other four members and is the chairman of the District.

GASB Statement No. 14, The Reporting Entity, established criteria for determining the governmental reporting entity and component units should be included within the reporting entity. Under the provisions of this statement, the District is considered a component unit of the Webster Parish Police Jury. The police jury is financially accountable for the District because it appoints a voting majority of the board and has the ability to impose its will on them.

The accompanying financial statements present information only on the funds maintained by the District and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise that financial reporting entity.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PRESENTATION

The accompanying financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. This is the first year the District has presented its financial statements under the reporting model required by the Governmental Accounting Standards Board Statement No. 34. This new standard provides for significant changes in terminology, recognition of contributions in the Statement of Revenues, Expenses and Changes in Net Assets, inclusion of a budgetary comparison as supplementary information and other changes.

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the Webster Parish Fire Protection District No. 10 (District). For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. The major individual governmental fund, which is the general fund, is reported in the fund financial statements.

B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The accompanying financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The District has presented its financial statements under the reporting model required by the Governmental Accounting Standards Board Statement No. 34. This new standard provides for significant changes in terminology, recognition of contributions in the Statement of Revenues, Expenses and Changes in Net Assets, inclusion of a management discussion and analysis as supplementary information and other changes.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 30 days of the end of the current fiscal period. Although most expenditures are recorded when a liability is incurred, as under accrual accounting, the measurement focus of a governmental fund significantly affects what items are to be considered expenditures in the governmental fund. Expenditures, and the related liabilities, are accrued when they are expected to be paid out of revenues recognized during the current period. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes and interest associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessment receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when the government receives cash.

The District reports the following major governmental fund:

The Special Revenue Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

C. CASH AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, and money market accounts with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

Under state law, the district may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

D. CAPITAL ASSETS

Capital assets, which include property, plant and equipment, are reported in the governmental activities in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The District maintains a threshold level of \$2,500 or more for capitalizing capital assets. Major outlays for capital assets and improvements are capitalized as projects are constructed.

The costs of normal maintenance and repairs that do not add to the value of fixed assets or materially extend useful lives are not capitalized.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings and improvements	40 years
Machinery and equipment	10 years
Vehicles	5-15 years

E. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

2. BUDGETS

The district uses the following budget practices:

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

- A. The District prepares a proposed budget and submits it to the Board of Commissioners no later than fifteen days prior to the beginning of each fiscal year.
- B. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection (if required). At the same time, a public hearing is called.
- C. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
- D. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted by the Board of Commissioners prior to the commencement of the fiscal year for which the budget is being adopted.
- E. Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures which results from revenues exceeding amounts estimated require the approval of the board of commissioners.
- F. Budgetary appropriations lapse at the end of the fiscal year.
- G. The budget for the general fund was adopted on a basis consistent with generally accepted accounting principles (GAAP).

3. CASH AND CASH EQUIVALENTS

At December 31, 2013, the District has book balances totaling \$247,914 as follows:

Demand deposits	\$ 195,028
Interest-bearing deposits	<u>52,886</u>
Total	\$ 247,914

These deposits are stated at cost, which approximates market. Under state law, these bank balances must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of pledged securities plus the federal deposit insurance must at all times at least equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

At December 31, 2013, the District has \$249,015 in collected bank balances. The deposits are secured from risk by \$249,015 of federal deposit insurance and no pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though pledged securities are considered uncollateralized (Category 3) under the provisions of GASB statement No. 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the district that the fiscal agent has failed to pay deposited funds upon demand.

4. LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes for the year ended December 31, 2013:

	2013 Levied <u>Millage</u>
District taxes:	
Operations and maintenance	5.41
 Taxable property valuation	 \$22,410,249

Taxes are assessed on a calendar year basis. Taxes are billed to taxpayers in November, become due on December 31 each year, and become delinquent on January 1 of the following year.

5. ACCOUNTS AND OTHER PAYABLES

The payables of \$7,942 at December 31, 2013, are as follows:

Accounts payable	\$ 5,220
Protested taxes payable	<u>2,722</u>
Total	\$ <u>7,942</u>

6. CAPITAL ASSETS

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

Capital assets and depreciation activity as of and for the year ended December 31, 2013, for the District is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital assets being depreciated				
Buildings	\$ 178,626	\$ -	\$ -	\$ 178,626
Machinery & equipment	204,740	7,207	(4,745)	207,202
Vehicles & Equipment	<u>598,353</u>	<u>231,733</u>	<u>-</u>	<u>830,086</u>
Total capital assets being depreciated	981,719	238,940	(4,744)	1,215,914
Less accumulated depreciation for:				
Buildings	(98,854)	(5,954)	-	(104,809)
Machinery & equipment	(109,909)	(19,864)	4,745	(125,028)
Vehicles & Equipment	<u>(437,419)</u>	<u>(42,907)</u>	<u>-</u>	<u>(480,325)</u>
Total accumulated depreciation	<u>(646,182)</u>	<u>(68,725)</u>	<u>4,745</u>	<u>(710,162)</u>
Total capital assets being depreciated, net	<u>335,537</u>	<u>170,215</u>	<u>-</u>	<u>505,752</u>
Governmental activities capital assets, net	<u>\$ 335,537</u>	<u>\$ 170,215</u>	<u>\$ -</u>	<u>\$ 505,752</u>

Depreciation expense of \$68,724 was charged to the public safety function.

7. LONG-TERM OBLIGATION

The following is a summary of the change in long-term debt for the year ended December 31, 2013:

<u>Governmental Activities</u>	<u>General Obligation Bonds</u>
Balance January 1, 2013	\$ -
Additions	190,000
Deletions	<u>-</u>
Balance December 31, 2013	<u>\$ 190,000</u>

On June 6, 2013, the District issued \$190,000 of 7 year general obligation bonds. Principal of the Bonds is payable at the principal corporate trust office of Argent Trust. Interest on the Bonds is payable semiannually on March 1st and September 1st of each

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

year, commencing September 1, 2013, by check mailed to the registered owner. Interest is variable between 2.75% and 4.25%. The Bonds are in the denomination of \$5,000 each, or any integral multiple thereof within a single maturity, in fully registered form.

The Bonds maturing March 1, 2020, and thereafter, are callable by the Issuer in full or in part at any time on or after March 1, 2020, and if in part, in the inverse order of their maturities, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof plus accrued interest to the date fixed for redemption.

The Bonds are secured by and payable from unlimited *ad valorem* taxation. The Bonds are being issued for the purpose of acquiring, constructing and improving buildings, machinery and equipment, including both real and personal property, title to which shall be in the public, to be used in giving fire protection to the property in the Issuer, said Bond having been authorized at an election held on June 6, 2013.

Interest expense paid during 2013 for debt service totaled \$1,368.26. The following is a schedule of future debt service payments.

**Webster Parish Fire District #10
Schedule of Future Bond Payments
12/31/2013**

<u>Year</u>	<u>Principal Due</u>	<u>Interest Due</u>	<u>Total Debt Service</u>
2014	25,000.00	5,520.00	30,520.00
2015	25,000.00	4,945.00	29,945.00
2016	26,000.00	4,320.00	30,320.00
2017	27,000.00	3,627.50	30,627.50
2018	28,000.00	2,847.50	30,847.50
2019-2020	<u>59,000.00</u>	<u>2,492.50</u>	<u>61,492.50</u>
Total	<u>\$190,000.00</u>	<u>\$23,752.50</u>	<u>\$213,752.50</u>

8. CONTINGENT LIABILITIES

At December 31, 2013, there was no litigation pending against the District.

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Notes to Financial Statements
As of and for the year ended December 31, 2013

9. RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District attempts to minimize risk from significant losses through the purchase of insurance.

10. SUBSEQUENT EVENTS

Subsequent events have been evaluated through June 27, 2014. This date represents the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTAL INFORMATION

WEBSTER PARISH FIRE PROTECTION DISTRICT #10
MINDEN, LOUISIANA

Governmental Fund Type - Special Revenue Fund
Statement of Revenues, Expenditures and Changes in
Fund Balance - Budget (Cash Basis) and Actual
For the Year Ended December 31, 2013

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Over (Under)
	<u>Original</u>	<u>Final</u>		
REVENUES				
Ad valorem taxes	\$ 100,000	118,000	125,715	7,715
Interest	500	350	390	40
Bonds	-	190,000	190,000	-
Intergovernmental -				
2% Fire Insurance Rebate	13,000	15,840	15,840	-
Donations	500	2,000	2,000	-
Other Income	-	599	599	-
Total revenues	<u>114,000</u>	<u>326,789</u>	<u>334,544</u>	<u>7,755</u>
EXPENDITURES				
Current - public safety:				
Utilities	5,400	5,400	5,579	179
Office Expense	2,500	2,500	2,728	228
Fire Chief & Fire Calls	9,720	10,905	10,817	(88)
Small tools & supplies	15,000	15,000	12,502	(2,498)
Insurance	19,000	19,800	19,817	17
Fuel	5,500	4,500	4,092	(408)
Repairs and maintenance	12,000	12,000	11,150	(850)
Legal & accounting	5,000	1,700	4,886	3,186
Advertising	500	1,180	1,176	(4)
Bond Interest & Principal	22,000	3,000	1,368	(1,632)
Bond Fees	2,000	25	24	(1)
Miscellaneous	-	-	-	-
Capital outlay	100,000	232,000	231,733	(267)
	<u>198,620</u>	<u>308,010</u>	<u>305,872</u>	<u>(2,138)</u>
Excess (deficiency) of revenues over expenditures	(84,620)	18,779	28,672	9,893
Fund balance at beginning of year	<u>135,343</u>	<u>216,693</u>	<u>216,520</u>	<u>(173)</u>
Fund balance at end of year	<u>\$ 50,723</u>	<u>235,472</u>	<u>245,192</u>	<u>9,720</u>

See accompanying notes and independent accountants' review report

OTHER REPORTS

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CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LOUISIANA
CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES**

To the Members of the Board of Commissioners
Webster Parish Fire Protection District No. 10
Component Unit of Webster Parish Police Jury
Minden, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of the Webster Parish Fire Protection District No. 10 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the District's compliance with certain laws and regulations during the year ended December 31, 2013 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$30,000 or public works exceeding \$150,000, and determine whether such purchases were made in accordance with LSA-RS 38:227-2251 (the public bid law).

For the year ended December 31, 2013, we noted no expenditures for public works exceeding \$150,000. We noted expenditures for materials and supplies exceeding \$30,000. We examined documentation which indicated that materials and supplies had been properly advertised and accepted in accordance with the provisions of LSA-RS 38:277-2251.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:701-724 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list on all board members. The District had no employees.

3. Obtain from management a listing of all employees paid during the period under examination.

No employees for the period.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget. No amendments were made.

6. Trace the budget adoption and amendments to the minute book.

Budget adoption was traced to the minutes.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%.

No variances in budgeting was noted. The district amended budget to be within the 5% limits. However, state law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- (b) determine if payments were properly coded to the correct fund and general ledger account;
and

All six payments were properly coded to the correct fund and general ledger account.

- (c) determine whether payments received approval from proper authorities.

All six payments received proper approval.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The Webster Parish Fire Protection District No. 10 is only required to post a notice of each meeting and the accompanying agenda on the door of the District's office building. Although management has asserted that such documents were properly posted, we had no evidence supporting such assertion.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits, which appeared to be proceeds of bank loans, bonds, or like indebtedness.


Advances and Bonuses

7. Examine payroll records and minutes for the year to determine whether any payments have been made to employees, which may constitute bonuses, advance, or gifts.

No employees for the fiscal year ending December 31, 2013.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Webster Parish Fire Protection District No. 10 and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



Minden, Louisiana
June 27, 2014

OTHER SUPPLEMENTAL SCHEDULES

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Schedule of Compensation Paid Board Members
For the Year Ended December 31, 2013

The following served on the Board of Commissioners without compensation:

Gary Moreland	Chairman
Fred Stewart	Commissioner
James Culpepper	Commissioner
Philip Krouse	Commissioner
Daniel Davidson	Commissioner

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Summary Schedule of Prior Year Findings
As of and for the year ended December 31, 2013

There were no findings for the year ended December 31, 2012.

WEBSTER PARISH FIRE PROTECTION DISTRICT No. 10
WEBSTER PARISH POLICE JURY
Minden, Louisiana

Corrective Action Plan for Current Year Findings
As of and for the year ended December 31, 2013

There were no findings for the year ended December 31, 2013.

Webster Parish Fire District #10

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

(Date Transmitted)

Jameson Wise + Martin
Minden, LA

(Auditors)

In connection with your review of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements,

without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [☒] No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [☒] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance that may occur subsequent to the issuance of your report.

<u>Irish Davidson</u>	Secretary	<u>2-13-14</u>	Date
<u></u>	Treasurer	<u></u>	Date
<u>ymof</u>	President	<u>2-13-14</u>	Date